CCI
(A Miniratna Company)

भारतीय कपास निगम लि0
THE COTTON CORPORATION OF INDIA LTD
(A Government of India Undertaking) (Website : texmin.nic.in)
161-162, सेकेण्ड फलोर,केयर जोन प्लाजा ,मेन सेक्टरशास्त्रीनगर,
भीलवाड़ा 311001 -(राजस्थान), Telephone No: 01482-251326 / 252766
Fax No : 01482 - 250506, Website: www.cotcorp.org.in E-Mail: bhilwara@cotcorp.com

सूचना का अधिकार

Ref. No.: CCI/BHL/PVT- GDN/2020-21/ **Date: 3.09.2020**

TENDER FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P. BALES FOR COTTON SEASON 2020-21.

The Cotton Corporation of India Ltd., Bhilwara invites sealed tenders from "**reputed and well constructed Private Godowns/Warehouses owned by Individuals, Companies, Institutions, Service providers**" etc. at various purchase centres & nearby locations: Bhilwara, Khairthal, Alwar (RIICO & other nearby areas), Oshian (Bawari), Jodhpur, Bijaynagar, Beawar, Gangapur, Surajgarh (Baggar, Chidawa & Pilani), Nagaur, Mertacity etc. under the jurisdiction of Branch Office: Bhilwara.

Detailed terms & conditions for "Storage of CCI Fully Pressed (F.P) Cotton bales for Cotton Season 2020- 21" are enlisted (.) Prescribed Tender Form along-with Terms & conditions can be downloaded from CCI website: **www.cotcorp.org.in** as well as Government portal: **http://eprocure.gov.in**. Interested Parties downloading the prescribed Tender Format from websites shall have to deposit Tender Fee of Rs.112/- (including GST) separately by way of Demand Draft (D.D)/Pay Order (P.O) drawn in favour of "The Cotton Corporation Of India Ltd, Bhilwara". Tender forms should be submitted in the following manner:

1. Envelope-A: marked as "**Technical Bid (I)**" should contain prescribed Tender Format, EMD, Tender Fee along-with required relevant enclosures.

2. Envelope-B: envelope marked as "**Financial bid (II)**" should contain Financial Bid only.

3. Envelope-C: It should contain both Envelope-A & Envelope-B respectively.

Each envelope super scribed as **"Tender for Hiring of Private Godowns for storage of Fully Pressed (F.P) bales for Cotton Season 2020--21"** should contain the Name and address of the Tenderer's at the bottom. Tender forms duly filled in all respects along with Earnest Money Deposit (E.M.D) of Rs. 25,000/-(Twenty Five Thousand) by way of D.D/P.O drawn in favour of The Cotton Corporation Of India Ltd, Bhilwara for each Godown should reach Assistant General Manager, CCI Bhilwara at Branch Office within the stipulated date & time i.e. on 16.09.20 on or before 12.30 pm. EMD & Tender Fee should be separate for each Godown Tender, Godown Owner/Proprietor. The received Tenders shall be opened on the very same day i.e. on 16.09.2020 at 2.30 pm in presence of Tenderers who wish to remain present. Tenders producing MSE certificate valid on the date of opening of Tender are exempted from payment Tender Fee and Earnest Money Deposit (EMD). Last day of issuance of prescribed Tender Form available from Branch office during office hours (9:45 a.m to 5:45 p.m) is 15.09.20.

Note: The Corporation will engage only those Private Godowns having minimum capacity of 5000 Metric Tonnes/30,000 square. ft (minimum 10000 bales storage) & having CCTV cameras with Dekstop installed at their Godown premises. The eligibility of Private godowns will be considered only after its inspection & assessing it's storage worthiness.

Mere submission of Tender form does not entitle any Private Godown to be engaged by the Corporation. Corporation is not bound to occupy minimum storage space in any Godown. The Corporation reserves its full right in deciding allocation of Godowns based on various factors viz. Distance from processing points, storage capacity of Godowns & any other relevant factor as deemed fit by the Corporation.

ASSISTANT GENERAL MANAGER

T E R M S & C O N D I T I O N S (Cotton Season 2020-21)

Sealed Tenders are invited from reputed and well constructed Godowns/Warehouses owned by individual, Corporation, Institutional Private Godown owners, service providers for storage of Fully Pressed Cotton Bales of the Corporation under the jurisdiction of Branch Office, Bhilwara (Lower Rajasthan). Tenders should reach this office on or before 16.09.2020 upto 12.30 P.M.

1. Tender forms should be strictly submitted in the following manner:

   Envelope-A: marked as "**Technical Bid (I)** " should contain entire prescribed Tender Format along-with required relevant enclosures, Tender Fee & Earnest Money Deposit (E.M.D) (if applicable) & Medium Small Enterprises (MSE) certificate.

   Parties downloading prescribed Tender Format from websites shall have to deposit Tender Fee of Rs. 112/- (Hundred and twelve rupees only) (inclusive of GST) & Earnest Money Deposit (E.M.D) of Rs. 25000/- (Rupees Twenty Five thousand only) separately for **each Godown** by way of Demand Draft (D.D)/Pay Order (P.O) drawn in favour of The Cotton Corporation Of India Ltd, Bhilwara. Tenderers producing MSE certificate valid on the date of opening of Tender are exempted from depositing Tender Fee and Earnest Money Deposit (EMD). No interest will be payable by the Corporation on EMD deposit at the time of refund to the Party.

   Envelope-B: envelope marked as "**Financial bid (II)** " should contain Financial Bid only.

   Envelope-C: It should contain both Envelope-A & Envelope-B.

Each Envelope super scribed as **"Tender for hiring of Private Godowns for storage of Fully Pressed (F.P) bales for Cotton Season 2020--21"** should contain Name and address of the Tenderer's, Location of Godown at the bottom. Tender forms duly completed in all respects & sealed as per Sr. No. 1 above addressed to Assistant General Manager should reach Branch Office within stipulated date & time i.e. on 16.09.20 or before 12.30 pm. The received Tenders shall be opened on the very same day i.e. on 16.09.2020 at 2.30 pm in presence of Tenderers who wish to remain present.

2. Preference will be given to Godowns having large storage capacity at single location.

3. **The rate should be quoted as Rs. per bale per month basis inclusive of all Taxes/Cess etc. but exclusive of GST**.

4. The contract i.e. Agreement of the Godown will be effective from the date of occupancy of the particular Godown till the last stock of CCI F.P bales/Miscellaneous bales is liquated.

5. Once rates are finalized, no escalation in the rates will be accepted during the contracted period for any reason and no extra charges shall be paid by the Corporation.

6. All columns in the tender form should be filled clearly and legibly. Tender form found incomplete in any respect, relevant enclosures not accompanying the Technical Bid, Tender submitted in haphazard manner is liable to be rejected.

7. The Godown should be well constructed, with **proper pakka approach roads** from main road to all loading points in the godown. Godown should also have **pakka compound wall** on all four sides and it should be as per insurance Tariff rules. If there is any delay in

giving delivery of F.P bales by way of trucks/containers getting stuck up in the godowns due to lack of proper pakka roads in the godowns, or for any other reason, then any charges incurred to the Corporation due to delayed delivery or any other charges incurred will be recovered from the godown rent bills payable.

8. **The rent of the Godown shall be calculated at the rate of per bale per month basis excluding GST. The payment shall be made on pro-rata basis only.** Payment will be made within 10 days of receipt of bill at branch, by way of RTGS/NEFT. The Tenderer shall have to raise the monthly bill on the rates finalized by the Corporation and payment will be made after statutory deductions. Monthly bills shall have to be forwarded to Branch Office through proper channel i.e. through authorized CCI Godown In-Charge representative posted at respective Godown. On the basis of CCI standardized Checklist of Private godown to be filled by the concerned Godown In-Charge & recommendations, the monthly Godown rent will be disbursed. To calculate the rent, actual stock of bales present on day to day basis during the month shall be taken as bales stored in the month for payment of the rent during the storage as well as during affecting the delivery.

9. The Godown should have & provide **adequate fire fighting facilities** as stated below –

   - Continuous water supply source such as well, tube well, bore well, underground/overhead tank with proper water system.
   - Fire extinguishers with proper refilling (i.e. valid expiry date) @ 02 per shutter.
   - Water drums @ 02 per shutter.
   - Sand buckets @ 03 per shutter.

10. Vacating of Godowns: The rent shall be applicable on per bale basis till the entire stock of the Corporation is vacated from the Godown. The Godown shall be vacated at any time during the contract period without prior notice.

11. For the purpose of storage of CCI F.P bales, Godowns having minimum infrastructural facilities such as **Office, CCTV Cameras with Dekstop, Watchman, Weighbridge, adequate Fire Fighting facilities etc.** may be considered as preference subject to discretion of the Corporation. It is agreed and clarified that the Godown owner shall not levy any charge for such facilities by way of rent or otherwise and no such charges whatsoever shall be payable by CCI for providing such facilities. Weighment of CCI Stocks will be done at the weight bridge of the Godown free of cost.

12. It should also be ensured that floor of the godown is pukka and level is also not low, so as to expose the Fully Pressed (F.P) bales to risk of damage by flood/water etc.

13. At the time of agreement, Godown owner should give **Undertaking** that there will be no interference from local Truck association / anti social elements or any other disturbing elements at their Godown premises which may hamper smooth dispatch of F.P. Bales/CCI Stock.

14. The Parties should take note that Corporation will engage only those Godowns having minimum capacity of 5000 Metric Tonnes/30,000 square. ft (minimum 10000 bales storage) & having CCTV cameras with Dekstop installed at their Godown premises.

15. Godowns should have **CCTV cameras** installed at important points such as entry and exit points with at least 15 days back up facility. The Godown owner should ensure that there are no electric installations such as wires, circuits inside the godowns in a manner which

would affect the safety of CCI's stocks inside the godowns. If CCTV is not available at the time of tender, then the concerned Godown Owner/Company/Service Provider will have to ensure that requirement is fulfilled before execution of CCI standardized Godown Agreement.

16. Godowns offered to the corporation should preferably be with equally well partitioned pucca compartment.

17. Stacking pattern of Fully Pressed (F.P) bales would be as per the stacking plan approved by the Corporation. No lots should be stacked near the shutters and between transaction points.

18. The Godown should have **adequate and proper arrangements for water storage** and **continuous water supply** to the scheduled property and also make bore-well arrangements duly fitted with working power water pumps to facilitate proper fire fighting operations in case of need and also keep ready all other fire fighting arrangements / equipments which may be required in case of any emergency.

19. Before handing over the Godown storage facilities to the Corporation, Godown Owner/Company/Service Provider should ensure that **all electric connections** in the Godowns are disconnected. While engaging the godowns, the godown owner either may obtain a certificate from local Electrical Department (A.E/D.E) mentioning that all the electrical wires are disconnected and there is no electricity inside the godowns OR give an UNDERTAKING to CCI in Party Letter Head stating that "**As per CCI requirement & Insurance Tariff rules, all electric connections are disconnected for ensuring safety & security of CCI Fully Pressed Bales stock"**. The certificate should be submitted to the Corporation at the time of engaging the godowns.

20. There should not be any **Water leakages** inside the Godown and if any damage to the stock occurs due to water leakages then the same shall be recovered from Godown owner/Management. In case of any repair required for the godown, the same should be repaired without any delay. All the windows of the godowns should be closed from inside without any holes or scope of entry. All the ventilators (upper side and windows) should be sealed properly with meshes so that no birds such as Pigeons shall enter inside the godowns. In case any such deficiency is observed, the godown owner is liable to bear the penalty as imposed by the Corporation. The loss caused to the Corporation's stock will be recovered from the godown owner/management/service provider.

21. The Godown Owner should provide **Dunnage material like sufficient Polythene sheets, adequate Fire fighting equipments like Fire Extinguishers, Water Drums, Sand buckets, Fire Balls or any advanced fire fighting mechanism etc.** free of cost prior to stacking of bales so that the lower layer, upper layer of bales does not get affected by dust/water or any other contaminants. The Godown owner should also ensure that the godown space to be provided to corporation for storage of FP bales is handed over with well neat and clean condition.

    Irrespective of Private Godown(s) being under the management of State, Central Warehousing Authorities OR under CCI lock & keys, the responsibility of cleaning Godown premises (inside & outside), necessary repairs of roof, ventilation points, administering pest control as & when required would lie with the original Godown Owner/Warehouses owned by individual, Corporation, Institutional Private Godown owners, service

providers for storage. No extra charges whatsoever for such maintenance will be paid by the Corporation.

22. Sufficient **Trolleys** and adequate arrangements for the weighment of the goods of CCI should be made available by the Godown Owner and he shall also maintain adequate number of weighing scales duly certified by the Weights & Measures Department of the Government.

23. The Godown Owner shall bear and pay regularly the lease rent, if it is on lease land revenue, property tax, non agricultural tax and/or other taxes and outgoings payable with respect to the scheduled property and shall ensure that no such taxes/outgoings shall remain in arrears at any point of time. Further, the godown owner hereby agrees and undertakes to keep the scheduled properly during the pendency of this agreement free from all encumbrances, claims and demands of whatsoever nature.

24. Insurance of CCI F.P bales stocks, miscellaneous bales, other Miscellaneous Items etc. shall be covered by the Corporation and the Godown owner will ensure and keep the scheduled property insured during the period of this Agreement at their own costs and expenses and shall give a copy of Insurance Policy, Renewal Insurance policy to the Corporation before execution of CCI Private Godown Agreement or during the course of Agreement for record. In case of any mishap the Corporation will not be liable to make good the losses if any to the godown.

25. The lock & key of the Godowns shall be in the custody of CCI. In case of management of Godowns by CWC/RSWC, Lock & Key would be in the custody of State/Central Authorities.

26. The godown shall be hired on the basis of requirement, its cost effectiveness and after inspection for suitability of storage of Corporation's stocks and the decision taken in this regard by the Corporation shall be final and binding on all.

27. Before engaging the Godown, survey will be done by CCI officials. Only after the godown is found to be satisfactory in the survey, Storageworthy etc. then only Godown Agreement will be made with the Godowns.

28. The Corporation will engage Hamalies through CCI finalized Labour Contractor for job work at hired godowns for handling of bales in due course. There should not be any apprehension on the part of Godown Owner/Service Provider/Company for such outsourced labourers.

29. In case Godown Owner is the **Labour Contractor for the Godown,** then the loading rates for CCI buyers will be the same as that of the rates of F.P bales finalized by CCI and accepted by Labour Contractor. There should not be any escalation in the F.P bales loading rates for the CCI buyers.

30. The Godown Owner shall ensure that the job work contractor to take worker's insurance policy with the Insurance Company by paying premium and they shall not claim any amount on account of this from the Corporation. Corporation is in no way responsible for any accident, during the contract period and the job work contractor/ Godown owner will also not claim any compensation for the same from the Corporation.

31. The Godown owner shall have to follow all the acts/ rules applicable in the State of

Rajasthan pertaining to Warehouses and the Corporation will be not be responsible for any violation of the same. Godowns lacking in any of the required infrastructure Facility, then necessary deduction would be made as per the deduction chart enclosed.

The Godown Owner has to enter into an agreement on Rs.500/- Non Judicial Stamp Paper after confirmation by the Corporation. The Agreement shall commence in force from the date the Corporation enters into possession of the schedule property for storage of its bales and shall terminate immediate on the next day of final delivery of goods of the schedule property. The Godown shall be vacated at any time during the contract period without prior notice.

32. CCI reserves its right to accept or reject partly or fully any or all tenders without assigning any reason thereof, but on enquiry reasons for rejection of tender will be informed.

DECLARATION

I/We hereby undertake to abide by all the terms and conditions of the tender supplied by the corporation and a copy annexed herewith duly signed.

We agree with the above Terms and conditions.

Name Signature & Seal of Authorized Signatory

Place :

Date :

Witness 1 : Name : ……..,

Sign:……..

Full address……

Witness 2:……..

Sign:……..

Full Address……

Checklist for Interested Tenderers

1) Self Attested Xerox copy of **PAN Number.**

2) Valid Medium Small Enterprises (MSE) Certificate (Validity on the Date of Opening of tender).

3) Demand Draft (D.D)/Pay Order (P.O) of Tender Fee of Rs. 112 (including GST) & Earnest Money Deposit (EMD) of Rs. 25000/- separately. D.D/P.O drawn in favour of The Cotton Corporation Of India Ltd, Bhilwara.

4) Self Attested Xerox copy of **GST Number** (If Registered under GST). In case the Godown is not registered under GST at the time of submission of Tender, then an undertaking must be given by Godown Owner/management /service provider that, if as per GST Provisions, in future, it is required to get themselves registered under GST, they will get themselves registered under GST.

5) Sketch of Godown location.

6) No Objection Certificate (N.O.C) from District Fire Department.(If Applicable). If not applicable then an Undertaking is to be given by Godown owner stating that N.O.C from District Fire Department is not required.

7) Godown Owner should also give an **Undertaking** that there will be no interference from local Truck association / anti social elements or any other disturbing elements at their godown premises which may hamper smooth dispatch of F.P.Bales.

8) **Optional**:-Certificate from local Electrical Department (A.E/D.E) mentioning that all the electrical wires are disconnected and there is no electricity inside the godowns

OR

UNDERTAKING/CERTIFICATE to CCI in Party Letter Head stating that "**As per CCI requirement & Insurance Tariff rules, all electric connections are disconnected for ensuring safety & security of CCI Fully Pressed Bales stock"**.

9) Tender in two bid system A & B in two separate sealed envelopes duly marked as "TECHNICAL BID-I (Technical) and FINANCIAL BID-II (Financial)" and then place the two sealed envelopes in one ENVELOPE-C duly sealed and superscribed as **" TENDER FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P.COTTON BALES FOR 2019-2020 SEASON"** addressed to Assistant General Manager, The Cotton Corporation of India Ltd., Bhilwara.

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सूचना का अधिकार

TECHNICAL BID (I)

Tender Form No._____

Tender Form Fees: Rs.112/-

Last date of submission : **16.09.2020 up to 12.30 P.M.**
Date of opening of Tender : **16.09.2020 at 2.30. P.M.**

TENDER FORM FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P BALES FOR THE COTTON SEASON 2019-20.

1	Name of Godown (in case of more number of godowns in the premises, specify the godown names separately along with premises name)	
2.	Name of Godown Owner (Individual, Companies, Institutions etc.)Registration certificate from concerned Register to be enclosed in case of companies and institutions.	
3.	Contact Number/Mobile No. E-mail ID (for correspondence)	
4.	PAN No. (Self Attested Xerox copy to be enclosed)	
5.	GST Registration No. (Self Attested Xerox to be enclosed) If Registered.	
6.	Self attested Medium Small Enterprises (MSE) Certificate under SC/ST Category. Udyog Adhar Memorandum (UAM) No.:-	
7.	Full address of Godown along with landmark Distance from the nearest Purchase Centre	
8.	Availability of Weigh bridge, its Capacity & working Condition (Tonnes), If no, Please specify nearest weigh bridge and its distance	
9.	Whether CCTV Cameras with at least 15 days backup facility installed or not. If Yes, Please specify points where installed	Yes /No No. of cameras: Points:
10.	Availability of - **a)** Pakka Boundary Wall (4 sides) **b)** Pakka approach roads from main road to all loading points of the godown.	YES / NO YES / NO

11.	Nearest fire station and its distance With Address and Contact numbers	
12.	Firefighting facilities available in godowns **(a)** Availability of continuous water source (Well, Tubewell, Borewell, over head, underground tank etc.) **(b)** Water storage tank and its capacity (Overhead, underground tank etc..) **(c)** Availability of hydrants (No. of water hydrants available with hosepipe with nozzle) **(d)** No. of fire extinguishers/	

No. of fire extinguishers	No. of sand buckets	No. of water drums

13.	Whether Hamalies for handling of cotton bales are available or not	If yes, Number of hamalies …….
14.	Iron Trolleys should be provided for handling of Cotton Bales at the time of receipt /delivery of bales in the ratio of 01 trolley for each 2000 bales	Available / Not available If yes, Number:……
15.	Storage capacity offered to CCI for storage (in Cotton bales) (1 bale can be accommodated in 2.5 sq. ft approx.)	Total Capacity: ..... in cotton bales No. of compartments …….. Capacity offered to CCI ..... in bales.
16.	Whether Stack Plan attached & Sketch of the Godown Location	
17.	Whether godown is having No Objection certificate from State Fire Department. (If Yes, attach copy)	
18.	Whether any HT/LT lines are passing in the godown premises.	
19.	Details of EMD (EMD of Rs.___ _____For each Godown premises)	DD No:_____Date:_____
20.	Details of Tender fee Rs._____	

Please tick (√) the Box below

☐ **I hereby declare that the above mentioned Godown/s is free from any sort of Bank Liability/Bank Default. All the above details filled above are true to the best of my knowledge & have accepted all the CCI prescribed terms & conditions of Private Godown Tender Format.**

Place: **Siganture of Godown Owner/ Authorized Signatury**

Date: **With stamp and seal**

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TENDER FORM FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF FULLY PRESSED (F.P) BALES FOR THE COTTON SEASON 2019-20.

FINANCIAL BID (II)

Name of the Godown & Complete Address: _____

_____

_____

Rate per bale per month Inclusive of all taxes but excluding GST	**Rs.:** **(in words).....**

I agree to all the terms and conditions appended to the tender and declare to abide by the same. As provided in the terms, I shall sign the written CCI Standardized Private Godown Agreement & agree for execution of all Godown works assigned to me by the Corporation.

Date:

Place:

Name Signature & Seal of Authorized Signatory